

1. The first step is to identify the problem or question that needs to be answered. This involves understanding the context and the specific requirements of the task.

2. Next, it is important to gather relevant information and data. This can be done through research, consultation with experts, or by analyzing existing data sets.

3. Once the information is gathered, the next step is to analyze it. This involves identifying patterns, trends, and relationships that can help in understanding the problem.

4. After analysis, the next step is to develop a solution or plan. This involves identifying the most effective approach to solve the problem, taking into account the available resources and constraints.

5. Finally, the solution is implemented and the results are evaluated. This involves monitoring the progress of the implementation and making adjustments as needed to ensure that the problem is solved effectively.

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Class	Subclass	Date	Examiner
All	cl/subcl	12/5/2003	TTON

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